

ADVISE PROJECT ACTION

AAM-22-49/1

TO:

- ☐ ASSISTANT DIRECTOR, ORE
☐ ASSISTANT DIRECTOR, OSO
☐ ASSISTANT DIRECTOR, OO
☐ ASSISTANT DIRECTOR, OCD
☒ CHIEF, BUDGET AND FINANCE BRANCH
☒ CHIEF, SERVICES BRANCH
☒ Chairman, Projects Review Committee

PROJECT TITLE

Garage Facilities

PROJECT DURATION

Lease for one year, subject to renewal on year to year basis for period of 10 years.

DESCRIPTION AND SCOPE OF PROJECT

In subject project the Director approved leasing new garage space at a cost of \$1200 per month to include heat and light.

After approval of project, lessor changed his mind and offered a new proposition of \$1100 per month without utilities. Investigation indicates that utilities will cost approximately \$1800 per year, which would increase annual cost over prior approval by \$600.

Further examination of this project reveals that by consolidating garage activities into a single building, the services of one employee, now authorized, can be dispensed with, and that approximately \$300 per year in gasoline costs can be saved by gassing vehicles before leaving a central point each morning or after reporting in to a central point at the close of business. Total gross savings involved would be approximately \$3000 per annum, or a net of \$2400 under the project cost as originally approved.

SUMMARY OF ESTIMATED COSTS

OBJECT CLASS	VOUCHERED	UNVOUCHERED	TOTAL
01 Personal Services	\$ 2700	\$	\$
02 Travel			
03 Transportation of things			
04 Communications			
05 Rents and Utilities	{ 13,800 (rent)		
06 Printing and Binding	{ 1,800 (utilities)		
07 Other Contractual Services	50		
08 Supplies and Materials	- 300 (gas saving)		
09 Equipment	999		
Other			
TOTAL	\$13,049	\$	\$13,049

Document No. 35

No Change in Class. ☒☐ Declassified

Class. Changed To: TS S C

Auth: HR 70-2

Date: 22 SEP 1978

By: 22

SPECIAL PROVISIONS OR LIMITATIONS

In view of the saving of \$2400 per annum under the approved terms of subject project, recommend approval of leasing new garage space at a cost of \$1100 per month, with utilities to be furnished by CIA. No other change in prior approval is involved, as the details of installation and material costs are unchanged.

RECOMMENDATION (PROJECTS REVIEW COMMITTEE)

ACTION BY DIRECTOR CIA

(APPROVED) (DECISION)

FOIAb3b

Jan. 1969

cc: Budget (1)

1/26/49
DATE